

**City of Du Quoin
Water Treatment Plant Operator**

Job Title	Water Treatment Plant Operator of the Water Reclamation Plant
Department	Wastewater
Employment Status	Full Time
Salary Range	Based on Qualifications and Experience; Position is part of bargaining unit
Union	Laborers Local 773
Anticipated Start Date	As soon as possible

Scope of Work

The City of DuQuoin is seeking applications for Water Treatment Plant Operator of the Water Reclamation Plant. This position is responsible for the operation, maintenance of a Class I wastewater treatment facility. Applicants should possess a valid/current Class I license.

Physical demands described are representative of those functions that an employee should perform. Reasonable accommodations may be made to enable individuals with disabilities to perform these essential functions.

The City of DuQuoin is an equal opportunity employer and does not discriminate against race, religion, color, sex, national origin, disability, or military status.

The City of Du Quoin participates in the Illinois Municipal Retirement Fund. An additional benefit package will also be provided. A list of benefits can be found here [City Employee Benefits](#)

Application Procedure

Applications should include either a City of Du Quoin Employment Application found at <https://duquoin.org/employment-opportunities/> or a resume with cover letter. The application must include three professional references and the three most recent jobs.

Applications must be postmarked/submitted by close of business February 28th, 2022 to the following:

City of Du Quoin
Attn: Ruth Hale, City Clerk
P.O. Box 466
Du Quoin, IL 62832

Or drop off at 302 E. Poplar Street, Du Quoin, Illinois, 62832

Supervision

Scope	Water Treatment Plant Operator of the Water Reclamation Plant
Advancement	Position of Supervisor and Responsible Operator in Charge (ROINC)

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Essential Job Functions

- Monitor the wastewater treatment process in accordance with all applicable laws and EPA NPDES permit regulations.
- Perform all necessary lab testing and analysis, process control, visual inspections of machinery, equipment, and control panels for defects and breakdowns, taking corrective actions where appropriate.
- Make necessary process control adjustments as needed in compliance with EPA National Pollution Discharge Elimination System, (NPDES) permit requirements.
- Experience with Telemetry (SCADA) systems. Report equipment malfunctions and process abnormalities. Adjusts various machinery and equipment to insure proper and efficient operation of the plant.
- Perform preventative maintenance tasks on equipment and machinery including greasing and changing oil. Repairing pumps, motors, compressors, blowers, aerators, filters, meters, gauges, gear reducers, belts, and other plant equipment.
- Operate equipment and machinery used in the treatment process, including but not limited to, pumps, compressors, motors, and sludge dewatering equipment.
- Perform minor repairs of plant equipment and facilities, including mechanical and minor electrical work. Read and interpret meters and gauges; and regulate plant effluent.
- Keeps records on operations, maintenance and equipment servicing for the life of the equipment.
- Perform various tasks using a wide variety of manual and powered equipment including, but not limited to: backhoe, end loader, excavator, and sewer cleaning equipment, jetter, shovels, power saws, compressors, rakes, lawn mower.
- Perform mathematical calculations to determine proper operating performance and adjustments of the plant as required by lab analysis.
- Identify equipment needs for each assigned task with the ability to lift heavy equipment into vehicles and load and unload materials by hand or with the use of equipment.
- Perform general building and grounds activities such as sweeping, cleaning, and painting of equipment.
- Enter data into systems through the use of a computer.
- Maintains on-call availability for emergency situations or other abnormal facility situations outside of normal work shift due to coverages or emergencies.
- Maintains an awareness of worker safety guidelines and procedures and applies these in performing daily activities and tasks. Adhere to all departmental safety policies.

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Other Job Functions

- Contribute to a positive group environment by:
 - Complying with all safety policies, practices, and procedures, and reporting all unsafe activities to the department Commissioner or human resource officer.
 - Assisting other co-workers on special projects as required; and
 - Providing leadership to others through example and by sharing knowledge and skills.
 - Ability and willingness to respond to emergencies twenty-four (24) hours a day, seven (7) days a week and carry a wireless communication device.
- Participation in scheduled weekend and holiday overtime activities.
- Assist with compiling all required data for monthly EPA reports, daily activity records, and equipment repair reports.
- Other duties as required or assigned.

Requirements of Work

Possess a Class 1 Wastewater Operators license with a minimum of 6 years' experience in wastewater operations, (EPA Title 35- Part 681), knowledge equivalent of graduation from a standard vocational high school program; or an equivalent.

Knowledge

- - Knowledge of the principles, practices and methods used in wastewater treatment plant operations and collection systems.
 - Working knowledge of the laws, rules, and ordinances governing wastewater systems.
 - Knowledge of the operation, methods, practices, tools, and materials used in the mechanical maintenance and repair of pumps, blowers, valves, and related equipment. Basic principles and practices of mechanical, electrical, and hydraulic systems.
 - General knowledge of sewer maintenance and repair methods, procedures, and techniques.
 - Working knowledge of the operation and maintenance of all pertinent machinery, equipment, and tools.
 - General knowledge of all applicable safety procedures and precautions.
 - Ability to enforce said standards as required.
 - Operation and routine maintenance of wastewater treatment equipment

Ability to

- Understand and follow verbal and written instructions and communicate effectively, both orally and in writing.
- Learn, understand, and apply pertinent laws, rules, and regulations.
- Establish and maintain effective working relationships with peers,
- management, regulatory agencies/officials, other government units and general public.

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- Understand and follow moderately complex oral and written instructions and diagrams.
- Critically analyze process problems and use sound judgement in arriving at an effective and appropriate solution.
- Keep accurate records and prepare routine reports from such records.
- Work with raw sewerage and chemicals using protective equipment.

Physical/Environmental Demands

- Physical ability to sit, stand, walk, climb, balance, stoop, kneel, crouch, crawl and smell.
- Physical ability to reach items with arms and hands and manual dexterity and fine motor skills sufficient to perform all essential and additional job functions and basic requirements listed above.
- Physical ability to see close, at a distance, and with peripheral vision as well as adjust vision focus and distinguish objects and colors.
- Physical ability to hear ordinary conversation as well as other sounds, including the back-up alarm on trucks or other equipment and/or signals, and calls for help from a co-worker, etc.
- Physical working conditions which may provide exposure to air contaminants such as dust, fumes, smoke, and disagreeable odors.
- Physical working conditions that may provide exposure to energized electrical circuits and other noxious or hazardous substances. The risk in working with chlorine, hydrogen sulfide gas, methane gas and other chemicals or materials used in the operation and maintenance of the wastewater plant.
- Physical activity involving sitting, standing, walking, balancing, bending, crouching, crawling, climbing, kneeling, pushing, pulling, reaching, rotating, squatting, stepping, stooping, twisting and/or working in very awkward positions frequently.
- Physical activity involving lifting, moving, and replacing heavy objects and using heavy tools or equipment weighing up to 50 pounds, such as utility manhole covers, pumps, motors, etc. The employee must occasionally lift and/or move more than 50 pounds and occasionally up to 100 pounds.